

L.N. 119 of 2002

**TRADING LICENCES ACT, 2001
(ACT No. XXVII of 2001)
LOCAL COUNCILS ACT
(CAP. 363)**

Activities Requiring Permit by Local Councils Regulations, 2002

IN EXERCISE of the powers conferred by article 27(1) of the Trading Licences Act, 2001 the Minister for Justice and Local Government after consultation with the Minister for Economic Services, and in exercise of the powers conferred by article 34(2) of the Local Councils Act, and with the concurrence of the Minister of Finance, has made the following regulations:

1. (1) The title of these regulations is Activities Requiring Permit by Local Councils Regulations, 2002. Citation and commencement.

(2) These regulations shall come into force on the 1 st June, 2002.

2. In these regulations, unless the context otherwise requires:- Definitions.

“Act” means the Trading Licences Act, 2001;

“activity” means any activity that requires a permit or licence from the Local Council according to these regulations;

“applicant” includes any individual association or body of persons or any other entity, which applies to the Council according to these regulations;

“authorisation” means any authorisation, permit or licence which may be issued by the Local Council according to these regulations;

“ establishment” includes any shop, showroom, stall, store or any other premises from where any commercial activity is carried on; and includes any enclosed area within which commercial fairs are held and includes also any other premises as may be prescribed from which any service may be provided;

“goods” means any thing, product, commodity, articles and merchandise exposed or offered for sale in any open-air market;

“Local Council” shall have the same meaning as assigned to it by the Local Councils Act and any reference to Local Council shall be deemed to be a reference to the Local Council of that locality where the activity is to be held or where the open-air market is to be established;

“locality” shall have the same meaning as assigned to it in the Act;

“market hawker” means any person having a valid licence issued from the Regulatory Authority to act as a market hawker;

“Minister” means the Minister responsible for Local Government;

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“open-air market” means any one of the markets listed in the Third Schedule to the Trading Licences Regulations, 2002;

“refuse” means any waste or material intended to be disposed of;

“relative fee” means the fee that shall be paid for such authorisation, permit or licence according to Schedule C to these regulations;

“stall” means any vehicle, compartment, bench, board, trolley, table or receptacle or a combination thereof placed in an open-air market for the sale of goods;

“stall space” means the area delineated by ground markings defining the space allocated to a market hawker and includes the height of such space;

“street” shall have the same meaning as assigned to it by the Code of Police Laws;

“vehicle” means any vehicle whether mechanically propelled or not and includes any cycle, cart, wagon or trailer.

Application to the
Local Council.

3. (1) Every application in accordance with these regulations must be submitted to the Local Council where the activity is to take place on the prescribed form in the Schedule to these regulations.

(2) The application must reach the Local Council as established in these regulations.

(3) Every authorisation issued by the Local Council shall be subject to the terms and conditions applicable to a particular activity in accordance with these regulations.

4. (1) Each application shall be numbered, dated on receipt and registered in a register kept for such purpose. Method of application.

(2) Each application shall have the information and documents as necessary together with the fee payable as established in Schedule C to these regulations.

(3) Every permit, licence or authorisation issued under these regulations shall be signed by the Executive Secretary of the Local Council or by any other person authorised for such purpose by the Local Council. Issuing of licence.

(4) Every permit, licence or authorisation issued under these regulations shall be valid for the period as established on the same permit, licence or authorisation.

(5) Unless otherwise specified in these regulations the general conditions shown in Schedule B to these regulations shall apply for any licence, permit or authorisation issued under these regulations.

(6) Any permit, licence or authorisation issued under these regulations shall be displayed and must be shown on demand by the Police or local wardens or by any other person so authorised by the Council.

5. (1) No person may carry out a commercial activity from a commercial premises or open-air market in any locality without a licence issued from the Regulatory Authority and an authorisation to carry out that activity from the Local Council. Licence conditions.

(2) (i) The Local Council shall ensure that in the streets where an open-air market is established there shall be marked parking spaces for the parking of hawkers' vehicles.

These spaces shall be 2.5m by 6m and shall have marked on them the identification number showing the hawker's stall:

Provided that these measurements shall not apply for open-air markets situated in Marsaxlokk during weekdays and the open-air market

in Valletta marked in Saint James Ditch and the open-air market situated in It-Tokk, Gozo.

(ii) Notwithstanding the provisions of this regulation the space of a stall in an open-air market situated in Merchants Street Valletta shall be 1.52m by 2.13m and not more than 2.44m in height.

(3) No person shall occupy or take possession of a space allocated to stalls or deposit or cause to deposit any objects in any space allocated to stalls in an open-air market unless authorised to do so by the Local Council and that space for the stall has been allocated for the use of that person by the Local Council:

Provided that the Local Council shall authorise only licenced market hawkers.

(4) Market hawkers shall apply for a stall space in any open-air market on the prescribed form in the Local Council where the open-air market is situated.

(5) The Local Council shall once a year, publish in the Gazette, a list of all hawkers with their respective stall number, and also twice a year in the months of June and December, a list showing the details about the applicants and the date when such applications have been received.

The list shall also on request be available for viewing at the respective Local Council Administrative Offices.

(6) (i) The Local Council may instruct the market hawkers to elect an Administrative Committee.

(ii) Market hawkers shall adhere to any agreement reached between the Administrative Committee and the Local Council.

(7) (i) The Local Council shall allocate the spaces for new stalls on a first come first served basis:

Provided that those licenced hawkers who on the date of the publication of these regulations were carrying out their activity from any space in an open-air market shall be given priority.

(ii) No fees shall be payable by market-hawkers for the allocation of spaces.

(iii) The Local Council shall not allocate more than one space to the same market-hawker in the same open-air market.

(iv) in the case where an open-air market is situated in residential streets, the Local Council may give orders not to encumber the pavements;

(8) The authorisation is personal and non-transferable:

Provided that the Local Council shall transfer the authorisation to the substitute of the authorisation in accordance with the Trading Licences Regulations if the relative licence to the substitute has been issued by the competent authority.

(9) Market-hawkers:

(i) shall at all times display the licence issued by the Regulatory Authority and the authorisation by the Local Council in a conspicuous place where it can be easily visible;

(ii) shall only sell those items listed in the licence issued by the Regulatory Authority;

(iii) shall not store, offer for sale, or sell in any open-air market, items which are offensive to the public or which incite the public;

(iv) shall park their vehicle if any, in the stall space allocated;

(v) shall ensure that no damage is caused by means of their stalls, vehicles or accessories, to any street, pavement or other public property. In the event of damage arising during use by a market-hawker, the Local Council may have the right to recover from the market-hawker the expenses incurred in connection with the necessary repairs;

(vi) shall provide on their stalls litter bins during trading hours;

(vii) shall, during the trading hours, ensure that the allocated place is kept clean and be collectively responsible that no refuse or other material is left at the place allocated to them at the end of the activity;

(viii) shall have sufficient and adequate fire extinguishers.

(10) Where mobile electrical generators are used these shall be positioned in such manner that:

- (a) they do not present a danger to the public;
- (b) they do not present a fire or similar hazard risk to the stall or goods displayed for sale;
- (c) they do not cause inconvenience through noise or fumes.

(11) If a market hawker fails to carry out the commercial activity from an allocated stall for six consecutive times without giving any valid reason, the Local Council shall have the right to revoke the authorisation and allocate the stall space to the first applicant appearing on the published list. The market hawker shall be responsible for any action or omission by his substitute.

(12) No parking by private vehicles is permitted on the days and during the time of trading in the open-air market as provided in the Trading Licences Regulations, 2002.

(13) Streets where the open-air market trading takes place shall be closed to traffic during trading hours.

Kiddle Ride
Machine or
automatic vending
machine.

6. (1) No person shall place or cause to be placed in any street a Kiddle Ride Machine or automatic vending machine without the Local Council's authorisation.

(2) Applications shall be accompanied by:

- (a) a photograph and measurements of the Kiddle Ride Machine or automatic vending machine;
- (b) a photograph and site plan of the intended location of the Kiddle Ride Machine or automatic vending machine;
- (c) A copy of the permits needed from the Planning Authority or Lands Department, if applicable.

(3) The permit issued by the Local Council in accordance with these regulations shall be valid up to the 31st December of that same year in which the permit was issued and may be renewed on a yearly basis against the relative fee leviable:

Provided that the Local Council may for a valid reason, at all times suspend or revoke the aforementioned permit and no refund shall be made for the fee paid or part thereof for such permit.

(4) The applicant shall be responsible for any damages sustained by third parties by the use of a Kiddie Ride machine or an automatic vending machine.

7. (1) No person shall deposit or cause to be deposited building material or other material or other objects in any street, without the authorisation of the Local Council. Deposit of building and other material.

(2) An application shall be accompanied by a description of :

(a) the quality, quantity or volume of the material or object to be deposited;

(b) the duration of the authorisation required;

(c) a site-plan of the location where the material or object is to be deposited.

(3) Applicant shall ensure that:

(a) sufficient light is placed above the material deposited by sunset;

(b) loose material is adequately covered;

(c) all necessary signs and markings are put in place so as to avoid any danger.

(4) When requested by the Local Council and together with the fees payable as established in Schedule C to these regulations, applicant shall pay for the services of a local warden to control the traffic. The fees payable shall be those established in Schedule A to these regulations.

(5) Notwithstanding any other provision of these regulations, the Local Council may where any condition attached to the authorisation is breached, order in writing the removal of the material or object in the specified time or at the expiry of the authorisation. The Local Council may remove the material or object at the expense of the permit holder. For this purpose the Local Council may demand a reasonable deposit and such deposit shall not exceed Lm50.

(6) In the case that any damage is caused during the deposit of building material or of any other material the Local Council shall have the right to recover from the permit holder such expenses as are incurred to cover the costs of the necessary repairs.

Deposit or use of
crane or other
machinery.

8. (1) No person shall deposit or use any crane or other machinery during the erection, construction, or demolition of any building or similar project without a permit from the Local Council.

(2) When submitting his application applicant shall also present a description of :

(a) the duration of the permit required;

(b) a site plan of the location where the crane or heavy machinery is intended to be deposited.

(3) (a) Applicant shall ensure that sufficient light is placed above the crane or other heavy machinery by sunset;

Provided that in the case of a mobile crane or other heavy machinery, the Local Council may issue the permit subject to the condition that the said crane or other heavy machinery is removed from the site after sunset.

(b) Applicant shall ensure that all necessary signs and markings are put in place to avoid any danger to the public or to vehicles;

(c) applicant shall ensure to take the necessary steps to avoid any damage to the street or any other property.

(4) When requested by the Local Council and on payment of the fees established in Schedule C to these regulations, applicant shall pay for the services of a local warden to control the traffic. The fees shall be those established in Schedule A to these regulations.

(5) In the case that damage is caused during the deposit or the use of the crane or other machinery, the Local Council shall have the right to recover from the permit holder such expenses incurred to cover the cost of the necessary repairs.

(6) The Local Council may demand a deposit or a bank guarantee not exceeding Lm100 in favour of the Local Council to make good for any damages sustained in any street or other property.

9. (1) No person may place any table or chair in any street for the catering of food and drinks in any day, or special or specific day without a permit from the Local Council.

Deposit of tables and chairs to provide food and beverages.

(2) Applicant shall submit his application not later than one month before the day or the first day as the case may be, or within such other time as may be established by the Local Council.

(3) Applicant shall together with an application:—

(a) submit a site plan clearly showing the measurements and the area referred to in the application;

(b) declare the day or days for which the permit is required.

(4) (a) Any permit issued by virtue of these regulations shall not exceed the time during which the activity is to be held or sixteen consecutive days, whichever is the shorter period;

(b) no permit shall be issued by the Local Council for that area prior to the lapse of seven days from the last day of the issuing of a permit for that same area;

(c) no permit shall be issued in the area immediately adjacent to an establishment selling food and beverages, except to the licence holder of that establishment.

(5) An applicant shall ensure that:

(a) no alcohol or tobacco products are sold to persons under the age of sixteen years;

(b) the area is kept clean at all times during the activity, and for this purpose the applicant shall provide suitable litter bins for the deposit of waste;

(c) at the expiry of the authorisation the tables and chairs are removed and the area is left in its original state.

10. (1) No person shall set up any stall or kiosk in any street or exercise any commercial activity in such street in any special or specific day or days without a permit from the Local Council:

Placement of stall or kiosk.

Provided that the Commissioner of Police may, for reasons of public order, public safety or public morality, stop or suspend any permit issued under this regulation.

(2) Applicant shall submit his application not later than one month prior to the day or the first day, as the case may be, or at any other time as established by the Local Council.

(3) An applicant shall, on submitting his application:—

(a) declare the day or days for which the permit is being requested;

(b) submit a photograph of the stall or kiosk and its measurements;

(c) declare the goods intended for sale.

(4) (a) The Local Council shall have the right to order the removal of mobile generators if it results that the apparatus is causing inconvenience to third parties due to excessive noise or fumes;

(b) an applicant shall be held responsible for any damages sustained by third parties by the use of any generator.

(5) (a) Every permit granted by the Local Council in virtue of these regulations shall not exceed the time limit applied for or sixteen consecutive days, according to whichever is the lesser period;

(b) no permit to set up a kiosk for the catering of food and drinks shall be granted in an area within a distance less than 6 meters in any direction from the entrance of a catering establishment.

(6) The area intended for the setting up of a stall or kiosk or for any commercial activity to take place shall be allocated by the Local Council and its decision shall be final:

Provided that the Local Council shall in any circumstance give priority to the licenced owner of a stall or kiosk for the exclusive sale of Maltese nougat.

(7) Applicant shall ensure that:

(a) no alcohol or tobacco products are sold to minors under the age of sixteen;

(b) the area is kept clean at all times during the activity and for this purpose applicant shall provide suitable litter bins for the deposit of waste;

(c) the Local Council's permit is displayed in a prominent place against the stall or kiosk;

(d) at the end of the activity the stall or kiosk is removed and the place is left in its original state;

(e) cooking oil is not disposed of in any area or street in the locality.

(8) When allocating the area for the setting up of a kiosk during religious feast days, the Local Council shall:

(i) Insofar as the area intended for the allocation of the kiosk is the same area which had been occupied by licenced kiosk owners prior to the publication of these regulations, the Local Council shall give priority to those kiosk owners to set their kiosk in the same areas utilized by them in the past.

(ii) (a) Insofar as the Local Council shall consider a new zone, the Local Council shall ensure that the zone is as close as possible to the public attending the activity.

(b) The Local Council shall at least two months prior to the date of the religious feast make public the identification of the new zone.

(c) If the number of applications received exceeds the number of available spaces, the Local Council shall ensure that priority is given to kiosk owners who in the past had been setting up their kiosk in that locality.

(d) Shall ensure that the new zone is large enough to accomodate the same number of kiosk owners within the previous area.

(iii) (a) The Local Council may order authorised kiosk or stall owners to set up an Administrative Committee.

(b) The permit holders mentioned above shall be obliged to adhere by the agreement reached with the Administrative Committee and the Local Council.

11. (1) No person shall hold a public show, exhibition, small games, a fair, a tombola or any other public entertainment or similar activity in any street, on any special or specific day or days without a permit from the Local Council:

Provided that the Local Council shall not issue a permit for a commercial fare without the consent of the regulatory authority.

(2) Applications must be submitted by not later than one month before the day or the first day as the case may be, or within any other time as established by the Local Council.

(3) Where a Local Council receives an application under this regulation the Local Council shall, not later than two working days from the receipt of an application for any such permit, and in any case not later than two weeks before the event is due to be held, forward a copy of such application to the Commissioner of Police.

(4) The Local Council shall on issuing the permit attach the condition to this permit as notified to the Local Council by the Commissioner of Police:

Provided that the Commissioner of Police for reasons of public order, public safety or public morality, may stop or suspend any permit issued under this regulation.

(5) No permit shall be issued for those activities which according to the Act require only a permit from the Commissioner of Police.

(6) An application shall be accompanied by:

- (a) a description of the activity to be organised;
- (b) the day or days for which the permit is being requested;
- (c) a site-plan indicating the area where the activity is to take place as mentioned in subregulation (1) of this regulation;
- (d) a copy of all permits required under any law;
- (e) in the case of street lighting decorations, applicant must submit a certificate from a licensed electrician that the apparatus to be used is in good state of repairs and free from any danger;

(f) (i) the Local Council shall have the right to order the removal of mobile generators if it results that the apparatus is causing any inconvenience to third parties due to excessive noise or fumes.

(ii) An applicant shall be held responsible for any damages sustained to third parties by the use of any generator.

(7) Every permit issued by virtue of these regulations shall not exceed ten consecutive days.

(8) An applicant shall ensure that:

(a) no alcohol or tobacco products are sold to persons under the age of sixteen;

(b) the area is kept clean at all times and for this purpose shall provide adequate litter bins for the deposit of waste;

(c) during the activity there shall be available adequate and sufficient fire extinguishers;

(d) at the end of the activity the area is left in its original state.

(9) When requested by the Local Council and together with the fees payable as established in Schedule C to these regulations, applicant shall pay for the services of a local warden to control the traffic. The fees payable shall be those as established in Schedule A to these regulations.

(10) Notwithstanding the provisions of these regulations, the Local Council may, in cases when the permit holders fail to leave the area in a clean state, cause the area to be cleaned at the expense of the aforementioned permit holders. For this purpose the Local Council may demand a deposit provided that this deposit does not exceed Lm50.

12. In any case where applicant feels aggrieved by a decision made by the Local Council, an applicant may appeal according to the procedures established, in article 26 of the Act, and in such case, the appeals procedure as established in the Trading Licences Regulations, 2002 shall apply for all appeals that are made under this regulation. Right for appeal.

13. (1) Any person who places any machine known as a Kiddie Ride Machine or any automatic vending machine in any street without a permit from the Local Council shall, on conviction, be liable to a fine (*ammenda*) of forty-five liri (Lm45) for such contravention. Offences and penalties.

(2) Any person who deposits or causes to be deposited for his personal use, building material or other material or any other object in any street without a permit from the Local Council shall, on conviction, be liable to a fine (*ammenda*) of ten liri (Lm10) for such contravention together with a fine (*ammenda*) of two liri (Lm2) for every day during which the above mentioned deposit is left in the street.

(3) Any person who deposits or uses a crane or other heavy machinery during the erection, construction or demolition of any building or other similar project in any street without a permit from the Local Council shall, on conviction, be liable to a fine (*ammenda*) of twenty liri (Lm20) for such contravention.

(4) Any person who deposits or uses a crane or other heavy machinery during the erection, construction or demolition of any building or other similar project and consequently closes access to the road without a permit from the Local Council, shall, on conviction, be liable to a fine (*ammenda*) of forty-five liri (Lm45) for such contravention.

(5) Any person who deposits or places tables and chairs to provide for the sale of food and beverages in any street without a permit from the Local Council shall, on conviction, be liable to a fine (*ammenda*) of ten liri (Lm10) for such contravention together with twice the fee leviable had a permit been issued.

(6) Any person who sets up any stall or kiosk or exercises any commercial activity in any street on any special or specific day or days without a permit from the Local Council shall, on conviction, be liable to a fine (*ammenda*) of twenty-five liri (Lm25) for such contravention.

(7) Any person who holds small games, a fair, a tombola or any other similar activity in any street in any locality on any special or specific day or days without a permit from the Local Council shall, on conviction, be liable to a fine (*ammenda*) of fifteen liri (Lm15) for such contravention.

(8) Any person who holds a public show, exhibition or a sporting activity in any street in any locality on any special or specific day or days without a permit from the Local Council, shall, on conviction, be liable to a fine (*ammenda*) of fifty liri (Lm50) for such contravention.

(9) Any person who carries out any commercial activity from a fixed place in an open-air market, without a permit from the

Local Council, shall, on conviction, be liable to a fine (*ammenda*) of fifteen liri (Lm15) for such contravention.

(10) Any person who fails to:-

(i) place traffic signs as directed by the Local Council in the application for the permit;

(ii) put sufficient light and all necessary road markings during sunset on or near the material or object lying in the street, or on or near the crane or other heavy machinery deposited in the street;

(iii) cause the permit issued in accordance with these regulations to be prominently fixed;

(iv) show on demand by the Police, or the local warden or any other person authorised by the Local Council, the permit, licence or authorisation issued by the Local Council;

(v) cover properly any loose material deposited in any street;

(vi) remove any material, crane or other heavy machinery from any street when ordered in writing to do so by the Local Council;

(vii) remove tables and chairs at the end of the authorisation issued by the Local Council;

(viii) remove, when ordered to do so by the Police, local warden or Local Council representative, any apparatus which is causing inconvenience or is of danger to the public;

(ix) provide a sufficient fire fighting system in accordance with these regulations;

(x) provide in the area where the activity is taking place litter bins in a sufficient number for the deposit of waste,

shall on conviction be liable to a fine (*ammenda*) of ten liri (Lm10) for each contravention.

(11) Any person who disposes of any cooking oil utilized from the selling of food from stalls or kiosks in any area or in any other street, in the locality where the permit was issued by the Local Council

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to put up a stall or kiosk or in any other locality, shall, on conviction, be liable to a fine (*ammenda*) of twenty five liri (Lm25) for such contravention.

(12) For any other contravention not mentioned above, a person who is found guilty shall be liable to a fine (*ammenda*) of not less than twenty liri (Lm20) and not more than one hundred liri (Lm100) for such contravention.

(Regulations 7, 8, 11)

SCHEDULE A

Fees leviable for the services of a Local Warden in the locality.

Field Officer	LM3.80 per hour
Local Warden	LM3.40 per hour

These rates shall apply for every hour or part thereof, and the minimum rate payable shall be that for two hours.

SCHEDULE B

General conditions that shall apply for every licence, permit or authorisation to be issued from the Local Council (Regulation 5(5)).

1. For a licence, permit or authorisation to be issued from the Local Council to any person, an application shall be submitted to the Local Council where the activity is to be held, on the prescribed form and this form shall reach the Local Council at least forty-eight hours prior to the activity, during office hours and office days.

2. The applicant shall pay the fees due as stipulated in Schedule C to these regulations.

3. If the application is not granted, the fees paid shall be refunded to applicant:

Provided that the fee shall not be refunded if applicant cancels the application or if the application is revoked by the Local Council or any other authority due to a breach of any of the conditions.

4. Every licence, permit or authorisation issued by the Local Council is not transferable.

5. Where more than one application is received for an activity to be held in the same place and on the same date, the first application received shall be given priority. If applications are received simultaneously, the applicant who resides in the locality shall be given preference. If all the applicants are from the locality, or if none of them resides in the locality, the Local Council shall draw by lot the application to be chosen in the presence of the applicants.

6. An applicant who is granted a licence, permit or authorisation from the Local Council or in the case of a market hawker, his substitute as stipulated in these regulations, shall be present at all times during the activity for which a licence, permit or authorisation have been issued, and shall be personally responsible for any breach of conditions of the aforementioned licence permit or authorisation even if such breach is committed by his dependent or any other person acting as substitute.

7. In case the activity shall have effect on the traffic flow, applicant shall provide the Local Council with all the details regarding the traffic signs related to any obstacle that drivers may encounter and also the direction and information to follow.

If in the opinion of the Local Council, a local warden must be present during the activity, applicant shall also pay, together with the fees established in Schedule C, a fee as established in Schedule A to these regulations.

SCHEDULE C

Fees leviable for permits issued in accordance with these regulations

Kiddie Ride Machines and automatic vending machines

1. To place in any street amusement machine known as Kiddie Ride Machine per annum or part thereof.....Lm20
2. To place in any street automatic vending machine per annum or part thereofLm10

Deposit of building material or other material

3. For the deposit of building material or other material or other object in any street for every metre square or part thereof for every day or part thereof.....Lm1

Deposit or use of Crane or other Machinery

4. For the deposit of a crane or other machinery in any street during erection, construction or demolition of any building or similar project for each such machinery for every day or part thereofLm10

Placement of Tables and Chairs

5. For the placement of tables and chairs for every metre square or part thereof for every dayLm0.50

Placement of Stall or Kiosk

6. For the placement of stall or kiosk in any street for a period of three days or part thereof.....Lm10

Free Licenses and Permits

7. For the placement of stall or kiosk for the exclusive sale of Maltese nougat.....Nil

Occasional Entertainment

8. To hold a public show, exhibition, small games, a fair, a tombola or any other public entertainment or similar activity in any street in the locality on any special or specific day or days for every day or part thereofLm3
9. To hold any other occasional entertainment on any specific day for every day or part thereof.....Lm3
10. For the playing of musical instrument and or for the use of loudspeakers and or amplifiers for every day or part thereofLm2
11. To hold aquatic or other sports except a sporting activity that is organized across more than one locality or on a national basis on any specified dayLm1
12. To hold any other occasional entertainment except any disco, ball, dance or any other small or similar activity irrespective of the name by which it is called on any specified day.....Lm3

LOCAL COUNCIL (Coat-of-Arms)

**APPLICATION FOR THE DEPOSIT OF BUILDING MATERIAL OR
OTHER MATERIAL OR OTHER OBJECTS IN ANY STREET**

Details of applicant:

Date: _____

Name and Surname:- _____

Address: _____

I.D. Card No: _____

VAT Reg. No (if applicable): _____

Details of site where the deposit is intended.

Address: _____

Description of the material/object (quality including quantity/volume) _____

Period of the deposit: from _____ to: _____

Documents attached: site-plan of the location where the material is to be deposited.

Signature of Applicant

FOR OFFICIAL USE

Date and time when application is received: _____ Registration No: _____

Fee paid: _____ Receipt No: _____

Documents: site plan of the location where the material is to be deposited : YES/NO

Special conditions by Council: _____

Permit No: _____ Valid from: _____ to _____

Office Rubber Stamp:

Executive Secretary signature

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LOCAL COUNCIL (Coat- of -Arms)

**APPLICATION FOR THE PLACEMENT OF KIDDIE RIDE MACHINES
OR AUTOMATIC VENDING MACHINES**

Details of applicant:

Date: _____

Name and Surname: _____

Address: _____

I.D. Card No: _____ VAT Reg. No (if applicable): _____

Details of the site where the Kiddie Ride Machine or the automatic vending machine is to be placed.

Documents attached

1. Photo and measurements of machine
2. Photo and site plan of location
3. Copies of permits (details)

Address: _____

Description: Kiddie Ride Machine / Automatic Vending Machine

Goods intended for sale from automatic vending machine _____

Signature of Applicant

An application must be submitted for every Kiddie Ride Machine or automatic vending machine.

FOR OFFICIAL USE

Date and time when application is received: _____ Reg. No: _____

Fee paid: _____ Receipt No: _____

Documents attached

1. Photo and measurements of machine	YES / NO
2. Photo and site plan of location	YES / NO
3. Copies of permits (details)	_____

Special conditions by Council: _____

Permit No: _____ Valid up to 31st December: _____

Office Rubber Stamp:

Executive Secretary signature

(Regulation 8)

LOCAL COUNCIL (Coat of Arms)**APPLICATION FOR THE DEPOSIT OR USE OF CRANE OR OTHER MACHINERY****Details of applicant:**

Date: _____

Name and Surname:- _____

Address: _____

I.D. Card No: _____ VAT Reg. No (if applicable): _____

Details of site where the deposit is intended.

Address: _____

Period in use: from: _____ to: _____

Type of machinery to be used or deposited: _____

Site plan of the location where the deposit or use is required

Signature of Applicant**FOR OFFICIAL USE**

Date and time when application is received: _____ Reg. No: _____

Fee paid: _____ Receipt No: _____

Documents attached: _____

Site plan of the place where the machinery is to be deposited YES/NO

Traffic Scheme - list of traffic signs /markings to be used YES/NO

Special conditions by Council: _____

Permit No: _____ Valid from: _____ to _____

Office Rubber Stamp:

Executive Secretary signature

B 1828

(Regulation 9)

LOCAL COUNCIL (Coat-of-Arms)

APPLICATION FOR THE PLACEMENT OF TABLES AND CHAIRS

Details of applicant:

Date: _____

Name and Surname:- _____

Address: _____

I.D. Card No: _____ VAT Reg. No (if applicable): _____

Details of the site where tables and chairs are to be placed:

Address: _____

Site plan and measurements of the area to be utilized. Area _____ m²

Days of activity for which permit is requested: from _____ to _____

I _____ confirm that the area for which a permit is requested is not adjacent to any catering establishment: or the area is adjacent to a catering establishment and that I am the licence holder of the establishment.

Signature of Applicant

FOR OFFICIAL USE

Date and time when application is received: _____ Reg. No: _____

Fee paid: _____ Receipt No: _____

Documents attached: Site plan and measurements of the area to be utilized YES/NO

Special conditions by Council: _____

No of litter bins on location _____

Permit No: _____ Valid from: _____ to _____

Office Rubber Stamp:

Executive Secretary signature

(Regulation 11)

LOCAL COUNCIL (Coat-of-arms)**APPLICATION FOR PUBLIC ENTERTAINMENT OR SIMILAR ACTIVITY****Details of applicant:**

Date: _____

Name and Surname:- _____

Address: _____

I.D. Card No: _____ VAT Reg. No (if applicable): _____

Details of where the activity is to be held:

Type of activity (mark as applicable)

Public Show _____ Exhibition _____ Small Games _____

Fair _____ Tombola _____ Other Activity (specify) _____

Site plan and measurements of the area to be utilized Area _____ m²

Day or days for which permit is required: from _____ to _____

Street lighting decorations: YES/NO

Use of generator YES/NO

Signature of Applicant**FOR OFFICIAL USE**

Date and time when application is received: _____ Reg: No: _____

Fee paid: _____ Receipt No: _____

Documents attached: site plan of the area to be utilized: YES/NO

Special conditions by Council: _____

Permit No: _____ Valid from: _____ to _____

Office Rubber Stamp:

Executive Secretary signature

B 1830

(Regulation 5)

LOCAL COUNCIL (Coat-of-arms)

**APPLICATION FOR AUTHORISATION TO CARRY ON AN ACTIVITY IN
AN OPEN AIR MARKET**

Details of applicant: _____ **Date:** _____

Name and Surname:- _____

Address:

I.D. Card No: _____ **VAT Reg. No (if applicable):** _____

Details of stall:

Stall measurements: _____

Goods intended for sale: _____

Regulatory Authority licence no: _____

Signature of Applicant

FOR OFFICIAL USE

Date and time when application is received: _____ **Reg. No:** _____

Documents attached:

Licence from Regulatory Authority _____ **YES/NO**

Special conditions by Council:

Stall allocated _____ **No of litter bins** _____

Permit No: _____ **Valid from:** _____ **to** _____

Office Rubber Stamp:

Executive Secretary signature

(Regulation 10)

LOCAL COUNCIL (Coat-of-arms)**APPLICATION FOR THE PUTTING UP OF ANY STALL OR KIOSK****Details of applicant:** Date: _____

Name and Surname:- _____

Address: _____

I.D. Card No: _____ VAT Reg. No (if applicable): _____

Details of the site where the stall or kiosk is to be put up

Address: _____

Documents attached :

Photo of stall/kiosk YES/NO Copy of licence YES/NO

Days of activity for which permit is requested: from: _____ to _____

Make and size of the stall and kiosk: _____

Goods intended for sale: _____

Signature of applicant**FOR OFFICIAL USE**

Date and time when application is received: _____ Reg. No: _____

Fee paid: _____ Receipt No: _____

Documents attached:

Photo of stall/kiosk YES/NO

Copies of Permits _____ YES/NO

Special conditions by Councils: _____

No of litter bins in the area: _____ Stall No: _____

Permit No: _____ Valid from _____ to _____

Office rubber stamp: _____

Signature of Executive Secretary

